

March 12, 2020, 4:04 p.m.

To Linfield faculty,

While students will begin spring break one week early on March 16, faculty **will continue to work that week for course planning**. We will begin teaching online starting March 30 for at least two weeks, tentatively resuming face-to-face on April 13. I have a meeting already scheduled with department chairs on Monday the 16 and that will be held as planned. We will use that session to make sure we have addressed all the issues.

As the institution remains open, all employees, including faculty, will continue to work and be available for essential meetings. (Please assume meetings will take place next week and March 30-April 13 until otherwise notified.) You may deliver your courses remotely if you have the capacity to do so but you also have access to your office, classrooms, labs, studios, rehearsal rooms, etc. but **students will not participate face-to-face** with exceptions made only as mandated by specialized accreditation. All class and academic-related student travel is cancelled effective Monday, March 16 until at least April 13. We ask that you revise your courses to reflect one less week of instruction. Classes already online (OCE, RN-BSN, etc.) will continue to meet as scheduled.

As you have seen in earlier messages, all academic resources and information is accessible on the [COVID-19 Academic Information](#) page.

I recognize this decision immediately impacts teaching plans for next week, including mid-terms, etc. All coursework will be deferred to the resumption of classes online on March 30. Students will be told that their individual faculty will contact them directly with course directions, shortly before March 30. Separate messages will go out to students with details about housing, dining services, etc.

Susan Agre-Kippenhan
Provost and VP for Academic Affairs